

# Policy 18 Increases in ILF Scotland Awards

**Owner: ILF Scotland**

**Subject: Increases in ILF awards**

**Version: 2.0**

**Last Amended: 29 March 2021**

**Next Review Date: 31 March 2022**

## 1.0 Background

The current priority for ILF Scotland is to maintain the existing levels of support it provides to recipients. In some circumstances, however, we may be able to increase our funding to ensure support can continue effectively. This policy details the circumstances where ILF Scotland can consider an increase in award to ensure support arrangements remain stable.

In almost all circumstances, ILF Scotland can only consider increasing funding where there is scope to do so within the relevant 'maximum sum', with the exception of those increases set out in Policy 20 ILF Scotland Payments.

At all times the priority of ILF Scotland is to sustain and enhance the independent living of our fund recipients.

## 2.0 Inflationary increases in the cost of care and support

ILF Scotland does not award routine inflationary increases (with the exception of increases to meet Personal Assistant Scottish Living Wage policy commitments in Scotland only).

ILF Scotland does not normally consider any increase to an award, or bring forward any scheduled review in order to seek an increase to an award, unless there is a significant change in circumstances as detailed in paragraph 6 below.

ILF Scotland aims to carry out funding reviews approximately every two years to make sure that the support it provides continues to sustain the recipient's independent living outcomes. The normal assumption is that the current funding offer is sustainable by the recipient/award manager between these scheduled two yearly reviews.

### **3.0 Direct Payment rates**

Where ILF Scotland payments previously matched the Direct Payment, we can increase funding to match an increased direct payment rate. If this is not the case, an ILF Scotland Assessor can recommend that payments match this rate providing they can explain why this is necessary. If the direct payment rate is no longer appropriate, ILF Scotland will calculate employment related on-costs separately based on the actual hourly rate paid.

### **4.0 Change of Care Provider**

ILF Scotland may consider funding an increase in costs due to the need to change a care provider because of circumstances beyond the recipient's control. ILF Scotland can consider such an increase outside the normal review period and will decide if a visit from an Assessor is necessary. This will not apply where a recipient decides to change to a more expensive provider without proper justification.

### **5.0 Additional support**

ILF Scotland does not normally consider funding the cost of additional support. However, an ILF Scotland Assessor may recommend an increase, following a visit, where there is a significant change of circumstances and the existing package of support is no longer suitable for the recipient's needs, as set out in paragraph 6, below.

For Group 2 recipients, the Health & Social Care Partnership/Northern Ireland Trust (HSCP/Trust) must at least meet the relevant threshold sum, as determined by ILF Scotland, before we can consider funding additional support. ILF Scotland will not pay for support previously funded by the HSCP/Trust.

### **6.0 Circumstances where an increased award can be considered**

ILF Scotland can consider increases in the level of award in the following circumstances:

- Where the recipient's Personal Assistant will leave due to low pay.
- Where costs are critically below the market rate, for example, below the local direct payment rate.
- Where a recipient requires to change care provider but is unable to do so within the current award.

In addition, ILF Scotland may consider arranging an out of cycle Review visit on an exceptional basis to consider the need for additional support and an increased award in the following circumstances:

- Starting or ending a course in further education.

- Moving out of a family home.
- Actual or imminent loss of unpaid support.
- Separation or divorce.
- Moving home, including change of HSCP/Trust.
- Transition from child to adult services.
- Deterioration in the recipient's condition risking loss of independent living, subject to not exceeding the relevant ILF Scotland Group Maximum Award and at least an equal shared contribution by the HSCP/Trust for Group 2 recipients.
- Other exceptional circumstances as determined by an ILF Scotland Assessor.

If an ILF Assessor strongly recommends an increase, they will prepare a report to ILF Scotland's Senior Management Team to consider.

ILF Scotland will only approve an increase for a recipient with jointly funded ILF/HSCP/Trust support if it is satisfied that the level of HSCP/Trust input is appropriate and balanced. Group 1 excepted, ILF Scotland should not be the primary funder of care and support, and our funding should always provide for additional independent living outcomes over and above the statutory responsibilities of the HSCP/Trust to meet assessed eligible need.

We will not usually support increases where:

- A recipient has already had an inflationary increase for the cost of support in the last 12 months.
- The cost of support is already above the market rate for the type of support provided.
- The recipient can use existing funding more flexibly to meet a recipient's current support needs.

## 7.0 Increases in statutory or essential employment costs

ILF Scotland is committed to supporting recipients who directly employ their own Personal Assistants to be responsible employers (see Employer Support Information Note). ILF Scotland can consider requests relating to the following statutory or essential employment costs without the requirement of an Assessor visit:

- Increases to the Scottish Living Wage in Scotland
- Increases to the National Minimum Wage in Northern Ireland
- National Insurance Contributions (NIC) and Pay As You Earn (PAYE) tax

- Workplace Pensions
- Holiday Pay and Replacement Support
- Payroll costs
- Statutory Sick Pay
- Contributions towards Redundancy and Related Costs
- Legal Costs
- Employer's Liability Insurance
- Protecting Vulnerable Groups checks
- Health and Safety Training
- Task Training
- Advertising Costs

## 8.0 Holiday awards

ILF Scotland will honour requests for Holiday Awards in situations where we previously made an offer towards funding this, regardless of whether it is a holiday for the recipient or respite for the carer.

ILF Scotland can consider a request for an increase in the cost of holiday support if they relate to statutory increases or a significant change of circumstances.

## 9.0 Cross References

[Policy 4 – Available Income](#)

Policy 20 – ILF Scotland Payments

Policy 24 – Statutory Support

[Employer Support Information Note](#)

## 10.0 History Date Reviewed

Version 1: 1 July 2015

Version 2: 22 March 2021